



## **City of Freeport**

### **WORKSHOP**

**Immediately Following 9:00 am Meeting**

**Council Chambers/Freeport City Hall**

**April 11, 2017 Minutes**

#### **I. Meeting Opened**

The April 11, 2017 Workshop was called to order at 11:08 AM by Mayor Russ Barley. The meeting was held in City Council Chambers of Freeport City Hall.

Council members present: Mayor Russ Barley, Councilwoman Kasey Cuchens, Councilwoman Janice McLean, Councilman Eddie Farris, Councilwoman Jennifer Laird, and Councilwoman Elizabeth Brannon

Staff present: City Attorney Clay Adkinson, Finance Officer Sara Bowers, Water Supervisor Larry Tuggle and Parks Director Dana Weiler

#### **II. Invocation and Pledge of Allegiance**

The invocation and Pledge of Allegiance to the American Flag were given at the previous 9:00 AM Regular Council Meeting.

#### **I. Purchasing Policy**

- City Finance Officer Sara Bowers presented a draft copy of a Purchasing Policy to the Council. The following items were discussed:
  - Purchase Orders & Blanket Purchase Orders
  - Internal Control
  - Emergency Procurement
  - Spending Limits
  - Fuel Expense Charges
- Council requested to edit the following items:
  - Page 9 - Remove Fixed Assets Procedure
  - Page 16 - Change Competitive Written Quotes - \$3,000.00 to 10,000 Mayor and Supervisors
  - Page 16 - Change Competitive Written Quotes – 10,001.00 to \$19,999.99 City Council
- City Attorney recommended the changes be made to the draft and added to Old Business on the next Regular Council Meeting Agenda.

The City of Freeport may take action on any matter during this meeting, including items that are not set forth within this agenda.

In accordance with Section 286.26, Florida Statutes, persons with disabilities needing special accommodations to participate in this meeting should contact the City Clerk's office at 850-835-2822 by 5:00 p.m. on the day prior to the meeting.

No verbatim record by a certified court reporter is made of these proceedings. Accordingly, any person who may seek to appeal any decision involving the matters noticed herein will be responsible for making a verbatim record of the testimony and evidence at these proceedings upon which any appeal is to be based (see Section 286.0105, Florida Statutes).



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**II. Adjournment**

Mayor Barley adjourned the meeting at 11:55 p.m.

**FREEPORT CITY COUNCIL**

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Council President

ATTEST:

\_\_\_\_\_  
City Clerk

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